

Frequently Asked Questions re: Reading and Literacy Added Authorization (RLAA) and Reading and Literacy Leadership Specialist Credential (RLLSC)

Topic	Question	Response
Common Standards	CS 7: School Collaboration. How does this apply to the RLAA and RLLSC programs?	This Common Standard applies to the RLAA and RLLSC programs in relation to each candidate's field-based activities. These activities may take place in the candidate's own classroom or other settings. Each candidate's field-based experiences must meet the Common and Program standards.
Program Assessment/ Biennial Reports	Do we need to continue to collect, analyze and report on data for the existing program for the 10-11 and 11-12 years for our 2012 Biennial Report? (We submitted our 2010 BR in Dec. 2010 and reported on data for 08-09 and 09-10.)	Each approved program collects, analyzes, and reports on assessments every two years. While your current programs are operating, the data you collect would be from the current program and once you transition to the revised standards, the data will be from the transitioned program(s). If, you know you are considering changing any of the assessments, you can mention that in your BR.
	At what point in the process are we expected to submit full program documents? The transition date form comes first, the transition form follows; but when are program documents needed?	This will depend on when the program transitions. Generally, your program narrative and supporting documentation is due to the CTC 6 to 12 months after the program has transitioned—even if your institution is going through program assessment at a different time.
	I think I should apply to be a program reader to better understand the process as you mentioned during the webcast. Could you direct me to what to do?	If you have gone through training to be a member of the Board of Institutional Reviewers, or if you are a Dean or Program Director, you can sign up to be a Program Assessment or Initial Program Review (IPR) reader. The easiest way to do this is to subscribe to CTC's Professional Services Division weekly newsletter which contains announcements for Program Assessment and IPR dates. To subscribe send an email to the following address: psd-news-subscribe@lists.ctc.ca.gov with the words "subscribe" in the subject line.

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	According to the CTC website, we would have until September of 2013 to submit a Program Assessment Report for the new program. However, our Site Visit is in Spring 2013. Do we need to complete PA prior to the Site Visit?	Since you are transitioning in 2012 and will have a site visit within 8-9 months—Spring 2013, you would not need to have a program document in until Fall 2013. Your site visit team will still interview candidates, completers, etc., but the full program review will take place through the Program Assessment process
Program Requirements	I do not believe you indicated during the webcast how many units are required for each level of the authorization or specialist credential. Can you let us know if that is indicated somewhere?	There are no stated unit requirements for any program. Programs must meet the standards. Typically, each program is around 12-15 units (semester-quarter).
	Currently we have two reading certificate programs, one for regular teachers and one from dual immersion teachers. The courses are different but both programs meet the 1998 standards. Should we only have one program as we move to the new standards?	This is up to the institution. There can be two delivery models within one approved program.
	How many years of documented, full time teaching experience are going to be needed for the RLAA and the RLLSC?	This requirement has not changed. Three years of successful, full-time teaching experience in a public school, charter school, nonpublic school, or private school of equivalent status .is required to be recommended for the added authorization or the specialist credential. At CTC, Full-Time Teaching Experience is defined as teaching a minimum of 4 hours a day, unless the minimum statutory attendance requirement for the students served is less. Experience must be on a daily basis and for at least 75% of the school year. Experience may be accrued in increments of a minimum of one semester. No part-time or combination of teaching with other school employment will be accepted.
	The new standards require 3 years of teaching experience for the authorization. In today's economic environment, teachers are being	At this time, there is no plan to provide waivers for teachers who have been laid-off. In order for the current economic situation to have the least impact on programs, you could encourage current and potential

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	laid-off in record numbers. This is having a devastating impact on program completion. Is there any waiver for teachers receiving RIF notices? Or is California considering adjusting the work experience requirement?	candidates who are laid-off to enter/complete the program because it will may them more “employable” than others without the extra course work and experiences.
Transitioning Process	When does our old Reading Certificate sunset?	No one can enter the old program after January 2013. This can be problematic because if you change your program very much, it may be difficult to get stragglers through. It is best to let everyone who is not on a “quick” track know they should complete the course work as soon as possible.
	What happens to the certificate and credential candidates who have completed the 1998 program and who still haven't taught for three years? Is there a sunset period for them?	No. Whenever the candidate completes the teaching requirement for the original certificate, the program sponsor can recommend him/her for the certificate or credential.
	If a candidate in our current program has not completed the required 3 years of teaching, how do we differentiate between recommending them for the “old” program rather than the new one?	It is not necessary to be concerned about this. Institutions will recommend the candidate and CTC will record the recommendation. When the candidate renews his/her certificate/credential, it will then be recorded as the most current title.
	How do credential candidates go through transition? Does the program have to get them through the old program or can it start them in the new program?	All current candidates need to be notified that the program is transitioning to new standards. They have the right to complete their current program. If a candidate cannot complete the program prior to the transition date, each institution will need to determine if the candidate can move into the new program and take “revised” courses in order to complete the program.
	Can we transition the RLAA in 2011 and the RLLSC in 2012?	Yes. The RLAA and RLLSC programs are considered separate programs, even though the RLLSC program is sequential to the RLAA.

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	We plan to transition our Reading Certificate in Oct. 2012. In the meantime, should we update our website with the new title of the program? Or should we keep it as Reading Certificate...what do you advise?	The program title should not change until you have actually transitioned.